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**FILE COPY** 6 July 1967

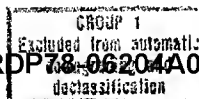
**MEMORANDUM FOR:** Deputy Director for Support

**SUBJECT** : Weekly Report of the Office of Training  
6 July 1967

**1. DDP/OTR Rotation for CY 1967**

The rotational exchange of instructor personnel between the DDP and OTR is not progressing as well as we had expected. On 2 December 1966 we identified to the Chairman, PMC those DDP officers scheduled to complete their tours with us in 1967 plus a slate of OTR officers whom we were nominating for assignments with the DDP. In February 1967 the Chairman, PMC acknowledged our memorandum and agreed to furnish us with replacements for 17 DDP officers who would be rotated. Subsequent changes have been made in the planning for certain of these officers, but the net requirement resulting from these adjustments remains at 17. Added to this figure are replacements for seven OTR officers who have since been transferred to the DDP for assignments, principally in Southeast Asia. Additionally, the DDP is planning to pick up three more of our careerists this summer who must be replaced. Thus our total requirement was for 27 officers. To date we have received commitments on 17 DDP officers and one of those is questionable due to family problems.

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Candidates nominated by the CSPA of late, in addition to being too few, do not meet the standards established by the DD/P and OTR for instructor assignments. It should be noted that OTR has furnished the DDP with four other Training careerists this year for whom replacements have not been required. Of the 14 OTR officers released this year to the DDP, 10 have been accepted for FE assignments. To date we have received one acceptable candidate from FE. Our negotiations with the responsible DDP offices will continue to be active and vigorous but present indications are that the necessary level of success will not be realized.

25X1A9a 2. Selected External Training

25X1A9a [REDACTED] O/PPB, was approved by the Executive Director to fill an extra space recently provided by the Industrial College of the Armed Forces.

25X1A9a [REDACTED] has been nominated for the 10 July Senior Executive Course at the Department of Defense Computer Institute.

25X1A9a [REDACTED] attended the 30 April - 12 May Brookings Institution's Conference for Federal Executives on Business Operations. Quotations from his very favorable report are attached.

3. Summer Employees

Recently, as part of our in-service training program for summer employees, an orientation briefing was given to 16 individuals. The orientation included a welcome by the DDTR, a summary of OTR's organization and general functions, and a refresher briefing on security matters with emphasis on security requirements.

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4. Meeting at the Civil Service Commission

25X1A9a [REDACTED] attended a meeting on Executive Order 11348 and the Presidential Task Force Report on Career Advancement at the Civil Service Commission on 23 June. A summary report on this meeting is attached.

5. Report on Course Attendance

Attached is a report on manhours participation in OTR's courses for FY 1967. Note that the manhours for CTs are listed as separate totals.

6. Non-Agency Briefings

25X1A During this reporting period the following non-Agency briefings were given: a) 12 students [REDACTED] on "Soviet Presence in Vietnam" and on the mission and functions of the Agency; b) 75 students at Ft. Belvoir on "Current Trends in the Soviet Union"; and c) 15 FSI personnel on the mission and functions of the Agency.

/s/  
John Richardson  
John Richardson  
Director of Training

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